DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

Ordered Dup 1-7-35 #226

January 7, 1935.

MEMORANDUM NO. 657

Amendment to the Administrative Regulations of the Department

Paragraph 645 of the Administrative Regulations of the Department is hereby amended to read as follows:

"645. Project System.- Each bureau and office of the Department shall supply the Office of the Secretary with project statements covering in detail the work under its jurisdiction. These statements shall be drawn up in accordance with the manual of instructions, as issued by the Department and as supplemented from time to time. They shall be kept current and shall be supplemented by annual and other reports as specified in the manual of instructions. Great care shall be taken to insure the accuracy of all data required by the project system, as this will form the basis of the Department's program of work."

R. L. GLADMON

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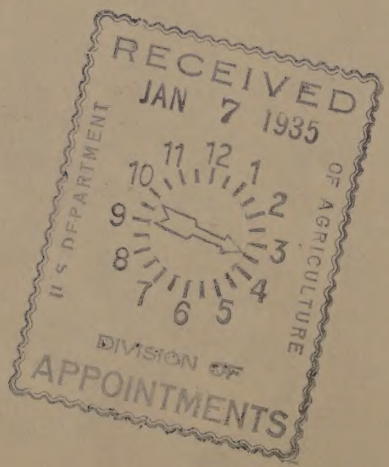
OCT 16 1936 W
Please return to
the Secretary's File Room

H A Wallace

Secretary.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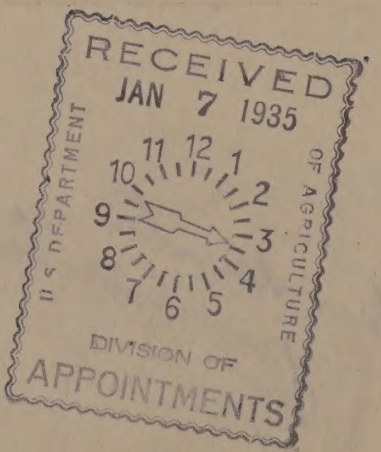
U.S. DEPARTMENT OF AGRICULTURE
DIVISION OF
APPOINTMENTS

Paragraph 645 of the Administrative Regulations of the ~~U.S.~~ Department ~~of Agriculture~~ is ~~revoked and the following substituted for it~~:

"Each Bureau shall supply the ~~Secretary's~~ Office with project statements covering in detail the work ~~of the Bureau~~. These statements shall be drawn up in accordance with the manual of instructions issued by the ~~Secretary's Uniform Project System Committee or such other agency as may be designated by him~~. These ~~statements~~ shall be kept current and shall be supplemented by ~~an~~ annual reports ~~covering projects~~ specified in the manual of instructions. Great care shall be taken to insure the accuracy of all data required by the project ~~statements~~, as ~~it is intended that these~~ will form the basis of the Department's program of work."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Duplicating No. 362
2/7/35 mc

DEPARTMENT OF AGRICULTURE
WASHINGTON, D.C.

February 9, 1935

FILE
P. L. GLADMON

~~SECRETARY'S~~ MEMORANDUM NO. 658

Consolidation of Legal Work

Effective at once and in conformity with the practice otherwise obtaining in the Department of Agriculture, the legal work of the Agricultural Adjustment Administration will be performed under the supervision and direction of the Solicitor of the Department.

H A Wallace
Secretary

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DIVISION OF
APPOINTMENTS

UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
WASHINGTON, D.C.

February 9, 1935.

SECRETARY'S MEMORANDUM NO. 658

Effective at once and in conformity with the practice otherwise obtaining in the Department of Agriculture, the legal work of the Agricultural Adjustment Administration will be performed under the supervision and direction of the Solicitor of the Department.

Secretary's File Room
(Signed)
H A Wallace

Secretary

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Feb 7 1955
U.S. DEPARTMENT OF AGRICULTURE
DIVISION OF
APPOINTMENTS

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

Ordered Dep. #369 2/11/35

February 9, 1935.

Memorandum No.659

FILE
L. A. CLADMON

MEMORANDUM TO THE DIRECTOR OF THE BELTSVILLE RESEARCH CENTER

In order that there may be no misunderstanding regarding the functions and responsibilities conferred upon the director of the Beltsville Research Center in my Memorandum of August 8, 1934, No. 648, you are advised that you will be expected to assume the following functions and duties as rapidly as possible, but in any event by the beginning of the next fiscal year:

(a) Maintenance of buildings, fixed equipment, fencing, and similar physical improvements.

(b) Custodial service, including the maintenance and operation of all heating systems.

(c) Supervision of telephone, light, power, water, and sewage facilities.

(d) Maintenance and construction of all roads and trails.

(e) Fire protection.

(f) Central mechanical shops.

(g) Guard and patrol service.

(h) Land and building assignments.

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Please return to
the Secretary's File Room

Exceptions to the authority conferred herein will be considered only upon specific written request of the Chief of a Bureau to the Director. Control of all land and buildings at the Beltsville Research Center is vested in the Secretary of Agriculture. It shall be the responsibility of the Director to receive all requests for assignments and prepare recommendations for the approval of the Secretary. Funds for the performance of the services or the purchase of materials required during the balance of the fiscal year 1935 will be obtained by transfers from the appropriations of the respective bureaus under the provisions of Section 601 of the Economy Act if considered necessary. If the legislation now under consideration is approved, these services will be performed after July 1, 1935, on a reimbursement or transfer basis.

In order that there may be clear lines of responsibility in the operation of the Beltsville Research Center, the Director shall set up three divisions:

(a) Office Management, which shall include Accounts and Project Records, Purchasing, Bookkeeping, and Clerical Work.

(b) Operation, which shall include those operating functions given in this memorandum and in Memorandum No. 648.

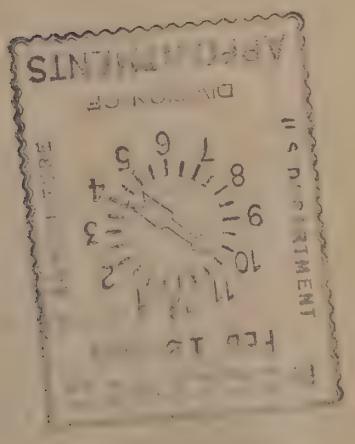
(c) Construction Division for the duration of the present Public Works program.

The Bureau of Agricultural Engineering shall be held responsible for inspection of all construction and shall report any defects or failure to comply with plans or specifications to the Director.

Sincerely,

R. G. Tugwell

Secretary.


DEPARTMENT
U.S.

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

Orders Jan 7 1935 #370

February 9, 1935.

Memorandum No. 660

~~xxxx

(5) The services of regular department personnel headquartered at Beltsville may be utilized by the Director as circumstances require for the advancement of the program without reimbursement for services rendered, provided that prior arrangement for such utilization is made with the Chief or with the duly designated representative of the bureau concerned.

(6) No construction, repairs, improvements, or other operations under existing or future public works projects for the Center, or any work of a general character such as fencing, clearing or erecting of small outhouses financed from any funds shall be initiated without the prior written approval of the Director.

(7) The Director may prepare recommendations for the signature of the Secretary of Agriculture to the Administrator for Public Works for the transfer of any unencumbered balances on any public works project for the Center to any other existing or future projects for the Center.

(8) The Director shall be responsible for the maintenance of adequate records of expenditures by projects and no obligation commitments shall be made by him without prior determination of an adequate unencumbered balance on the allotment for the project involved in the proposed expenditure.

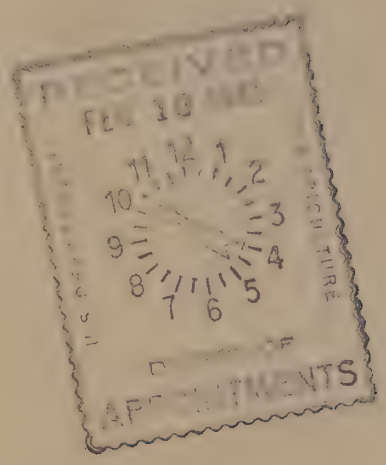
(9) All records not essentially a part of the permanent bureau accounting or personnel files shall be transferred to the custody of the Director of the Beltsville Research Center, who shall be responsible for the maintenance of such records in such form as to meet the requirements of the department, the public works administration or any other interested government agency.

The adoption of these regulations is intended to provide for the complete centralization and control on the part of the Director of the Beltsville Research Center of all operations conducted under allotments made to the Center by the Public Works Administration and in the interpretation of these instructions and regulations this intent shall govern in all instances. With only four and one-half months remaining for the completion of all force account work and for placing under contract all work to be accomplished by that method, it is of the utmost importance to facilitate every phase of the operating procedure and all employees concerned are directed

and instructed to afford every possible assistance to the accomplishment of this purpose.

R G Tugwell

Acting Secretary.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FEB 10
APPOINTMENTS

10/9/36

Mr. Nelson:

Please send me a copy of your letter to Mr. Singleton regarding the $50,000 granary project.

Haley

Mr Haley
Herewith
Han
10/10

[illegible]

October 8, 1940

[illegible]
Director of Finance

[illegible] Administrator for Public Works recently allocated $50,000 to the [illegible] of the Interior (Project 12) for the construction of a [illegible] Agricultural Research Center. It will be necessary for you will authorize the Chief, Marine Corps, to perform the [illegible] with the funds [illegible] action is in accord with the provisions of [illegible] Executive No. 8083.

Cordially,

Dr. H. H. Bennett, Chief, Soil Conservation Service
Dr. E. T. Ferris, Director, U. S. Soil Conservation Service
Dr. F. F. Fallin, Administrative Officer
Dr. J. C. Stark, Agricultural Engineer
Mr. R. J. Hopkins, Agricultural Economist
E. A. McGill, Forest Inspector

Approved:

[illegible]
Director of Budget and Finance

CC Mr. Singleton
Mr. Joseph Haley

Mr. Joseph Haley

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

Departmental Committee on Agricultural By-Products.

Dr. F. C. Blanch,
Bureau of Chemistry and Soils

Dear Dr. Blanch:

There is hereby organized, a committee, to be known as the Department Agricultural By-Products Committee, for the purpose of making a study of the present field of utilization of agricultural materials for industrial purposes, the possible fields of expansion and suggestions for research work. The committee consists of the following:

Dr. W. W. Skinner, Chemistry and Soils, Chairman
Dr. H. T. Herrick, Chemistry and Soils
Dr. F. P. Veitch, Chemistry and Soils
Dr. F. C. Blanck, Chemistry and Soils
Mr. E. J. Working, Agricultural Economics
Dr. M. A. McCall, Plant Industry

I would be pleased if this committee would make a thorough study and as soon as convenient report to me.

Very truly yours,

Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE

HGK-EEW BUREAU OF CHEMISTRY AND SOILS

WASHINGTON

March 18, 1935.

MEMORANDUM FOR THE SECRETARY

Dear Sir:

In re the Department Agricultural By-Products Committee concerning which we have had a couple of conferences, I am making the following recommendation:

Dr. W. W. Skinner, Chemistry and Soils, Chairman
Dr. H. T. Herrick, Chemistry and Soils
Dr. F. P. Veitch, Chemistry and Soils
Dr. F. C. Blanck, Chemistry and Soils
Mr. E. J. Working, Agricultural Economics
Dr. M. A. McCall, Plant Industry

The recommendations from the Bureau of Agricultural Economics and the Bureau of Plant Industry have been suggested by those Bureaus.

I am inclosing herewith suggested letters to the members of the Committee.

Very sincerely yours,

Henry G. Knight,
Chief of Bureau.

Inclosures

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

Dr. F. P. Veitch,
Bureau of Chemistry and Soils.

Dear Dr. Veitch:

There is hereby organized a committee to be known as the Department Agricultural By-Products Committee for the purpose of making a study of the present field of utilization of agricultural materials for industrial purposes, the possible fields of expansion and suggestions for research work. The committee consists of the following:

Dr. W. W. Skinner, Chemistry and Soils, Chairman
Dr. H. T. Herrick, Chemistry and Soils
Dr. F. P. Veitch, Chemistry and Soils
Dr. F. C. Blanck, Chemistry and Soils
Mr. E. J. Working, Agricultural Economics
Dr. M. A. McCall, Plant Industry

I would be pleased if this committee would make a thorough study and as soon as convenient report to me.

Very truly yours,

Secretary

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

Dr. W. W. Skinner,
Bureau of Chemistry and Soils.

Dear Dr. Skinner:

There is hereby organized a committee to be known as the Department Agricultural By-Products Committee for the purpose of making a study of the present field of utilization of agricultural materials for industrial purposes, the possible fields of expansion and suggestions for research work. The committee consists of the following:

Dr. W. W. Skinner, Chemistry and Soils, Chairman
Dr. H. T. Herrick, Chemistry and Soils
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Dr. F. C. Blanck, Chemistry and Soils
Mr. E. J. Working, Agricultural Economics
Dr. M. A. McCall, Plant Industry

I would be pleased if this committee would make a thorough study and as soon as convenient report to me.

Very truly yours,

Secretary

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

Mr. E. J. Working,
Bureau of Agricultural Economics.

Dear Mr. Working:

There is hereby organized a committee to be known as the Department Agricultural By-Products Committee for the purpose of making a study of the present field of utilization of agricultural materials for industrial purposes,the possible fields of expansion and suggestions for research work. The committee consists of the following:

Dr. W. W. Skinner, Chemistry and Soils, Chairman
Dr. H. T. Herrick, Chemistry and Soils
Dr. F. P. Veitch, Chemistry and Soils
Dr. F. C. Blanck, Chemistry and Soils
Mr. E. J. Working, Agricultural Economics
Dr. M. A. McCall, Plant Industry

I would be pleased if this committee would make a thorough study and as soon as convenient report to me.

Very truly yours,

Secretary

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

Dr. M. A. McCall,
Bureau of Plant Industry.

Dear Dr. McCall:

There is hereby organized a committee to be known as the Department Agricultural By-Products Committee for the purpose of making a study of the present field of utilization of agricultural materials for industrial purposes, the possible fields of expansion and suggestions for research work. The Committee consists of the following:

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Dr. F. C. Blanck, Chemistry and Soils
Mr. E. J. Working, Agricultural Economics
Dr. M. A. McCall, Plant Industry

I would be pleased if this committee would make a thorough study and as soon as convenient report to me.

Very truly yours,

Secretary

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

March 25, 1935.

MEMORANDUM NO. 663

Terms "Iran" and "Iranian" to be used instead of "Persia" and "Persian"

The following communication, dated March 9, 1935, has been received from the State Department:

"The Persian Government has requested all foreign governments to use 'Iran' and 'Iranian' instead of 'Persia' and 'Persian', in all communications with the Persian Legation and with the Persian Government, beginning with the Persian New Year, March 22, 1935.

Communications from the Persian Government state that the Persians call their country 'Iran' and refer to themselves as 'Irani'; that 'Iran' is derived from the ancient 'Aryana', signifying 'the country of the Aryans'; and that the use of 'Persia' (or linguistic equivalents thereof) in most European languages is based upon the terminology of the ancient Greek historians.

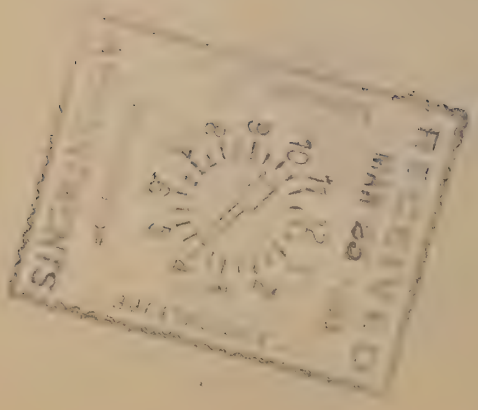
This Government will, of course, comply with the Persian request, and accordingly, beginning with March 22 of this year, 'Iran' and 'Iranian' will be used instead of 'Persia' and 'Persian' in all communications addressed to the Legation of that country in Washington, and to the Foreign Office of that country in Teheran.

It is suggested that the term 'Iran' be generally used in place of 'Persia', at least insofar as practicable, following it, wherever desirable, with 'Persia' in parentheses."

All members of the Department will be governed accordingly when preparing communications to representatives of the Persian Government. Such communications, for diplomatic reasons, must be transmitted through the Secretary of State.

H A Wallace

Secretary.



DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

~~Secretary's~~ Memorandum No.

Terms "Iran" and "Iranian" to be used instead of "Persia" and "Persian"

The following ~~letter~~ communication dated March 9, 1935, has been received from the ~~Under Secretary of State~~ Department:

"The Honorable
The Secretary of Agriculture.

Sir:

The Persian Government has requested all foreign governments to use "Iran" and "Iranian" instead of "Persia" and "Persian", in all communications with the Persian Legation and with the Persian Government, beginning with the Persian New Year, March 22, 1935.

Communications from the Persian Government state that the Persians call their country "Iran" and refer to themselves as "Irani"; that "Iran" is derived from the ancient "Aryana", signifying "the country of the Aryans"; and that the use of "Persia" (or linguistic equivalents thereof) in most European languages is based upon the terminology of the ancient Greek historians.

This Government will, of course, comply with the Persian request, and accordingly, beginning with March 22 of this year, "Iran" and "Iranian" will be used instead of "Persia" and "Persian" in all communications addressed to the Legation of that country in Washington, and to the Foreign Office of that country in Teheran.

It is suggested that the term "Iran" be generally used in place of "Persia", at least insofar as practicable, following it, wherever desirable, with "Persia" in parentheses."

Very truly yours,
For the Secretary of State:
William Phillips (Signed)
Under Secretary."

~~You are directed to note the request of the Department of State and to~~ all members of the Department will be governed accordingly when preparing communications to representatives of the Persian Government. Such communications, for diplomatic reasons, must be transmitted through the Secretary of State.

Secretary.

Secretary's Memorandum No.

The following letter dated March 9, 1935, has been received from the Under Secretary of State:

You are directed to note the request of the Department of State and to be governed accordingly when preparing communications to representatives of the Persian Government. Such communications, for diplomatic reasons, must be transmitted through the Secretary of State.

Secretary.

ADDRESS OFFICIAL COMMUNICATIONS TO
THE SECRETARY OF STATE
WASHINGTON, D.C.

DEPARTMENT OF STATE
WASHINGTON

March 9, 1935

The Honorable

The Secretary of Agriculture.

Sir:

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to

to the Legation of that country in Washington, and to the Foreign Office of that country in Teheran.

It is suggested that the term "Iran" be generally used in place of "Persia", at least insofar as practicable, following it, wherever desirable, with "Persia" in parentheses.

Very truly yours,

For the Secretary of State:

William Phillips

Under Secretary.

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MAR 10 1935

DEPARTMENT OF AGRICULTURE
WASHINGTON, D.C.

Ordered Dec 2/11/35 #3714 (R)

February 9, 1935.

Memorandum No. 661

Amendment to the Administrative Regulations
Revision of Secretary's Memorandum No. 656
dated January 24, 1935.

727. Plans and specifications of all new installations of boilers and pressure vessels (other than conventional laboratory equipment) proposed for vessels or land plants shall be submitted, through the Bureau of Agricultural Engineering, to the Bureau of Navigation and Steamboat Inspection, Department of Commerce, for approval prior to the distribution of invitation for bids. When such specifications are subsequently submitted to the Division of Purchase, Sales and Traffic, for the securing of proposals, the accompanying cover - letter should indicate that this special approval has been obtained.

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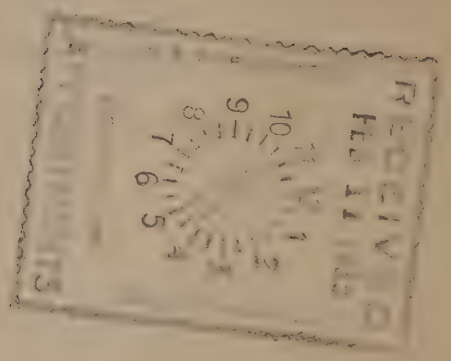
OCT 14 1936
Please return to the Secretary's File Room

M. L. Wilson

Acting Secretary.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DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

March 6, 1935.

Memorandum No. 662

Prohibition of expenditure of money for housing, feeding or transporting conventions or meetings:

Public Resolution No. 2, 74th Congress, approved February 2, 1935, is quoted below for the information and guidance of all members of the Department:

"SEVENTY-FOURTH CONGRESS OF THE UNITED STATES OF AMERICA; AT THE FIRST SESSION,
Begun and held at the City of Washington on Thursday, the third day of January, one thousand nine hundred and thirty-five.

JOINT RESOLUTION

To prohibit expenditure of any moneys for housing, feeding, or transporting conventions or meetings.

Whereas numerous applications are being received from various organizations requesting lodging, food, and transportation for the purpose of holding conventions or meetings at Washington and elsewhere; and

Whereas the expenditure of Government funds for such purposes is against the policy of Congress: Therefore be it

Resolved by the Senate and House of Representatives of the United States of America in Congress assembled, That, unless specifically provided by law, no moneys from funds appropriated for any purpose shall be used for the purpose of lodging, feeding, conveying, or furnishing transportation to, any conventions or other form of assemblage or gathering to be held in the District of Columbia or elsewhere. This section shall not be construed to prohibit the payment of expenses of any officer or employee of the Government in the discharge of his official duties.

RECEIVED
MAR 8 1933

"The President is hereby requested to send a copy of this resolution to the heads of all Government departments and agencies which have been granted lump-sum appropriations.

JOSEPH W. BYRNS
Speaker of the House of Representatives.

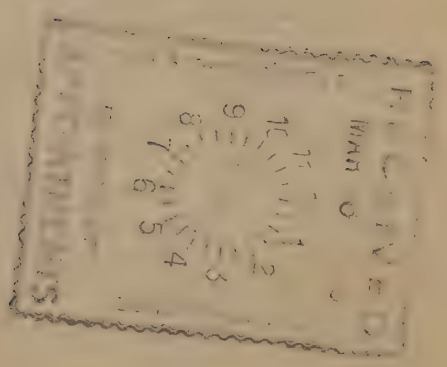
JNO N GARNER
Vice President of the United States and
President of the Senate."

Approved
Feb. 2, 1935

FRANKLIN D ROOSEVELT"

H A Wallace

Secretary.



H. J. Res. 118 (Public Resolution No. 2 74th Congress)

SEVENTY-FOURTH CONGRESS OF THE UNITED STATES OF AMERICA;

AT THE FIRST SESSION,

Begun and held at the City of Washington on Thursday, the third day of January, one thousand nine hundred and thirty-five.

JOINT RESOLUTION

To prohibit expenditure of any moneys for housing, feeding, or transporting conventions or meetings.

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Whereas the expenditure of Government funds for such purposes is against the policy of Congress: Therefore be it

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The President is hereby requested to send a copy of this resolution to the heads of all Government departments and agencies which have been granted lump-sum appropriations.

JOSEPH W. BYRNS

Speaker of the House of Representatives.

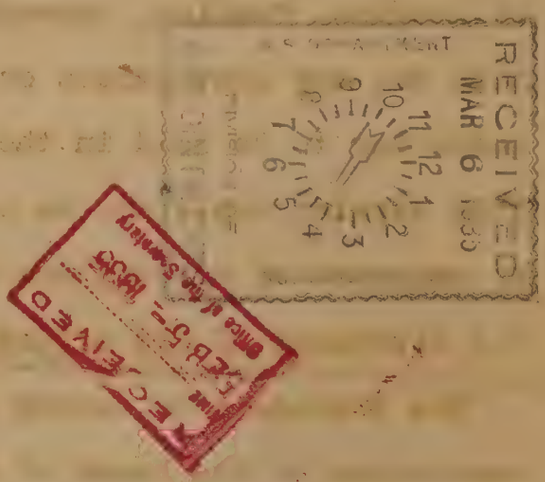
JNO N GARNER

Vice President of the United States and President of the Senate.

Approved

Feb. 2, 1935

FRANKLIN D ROOSEVELT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MAR 6

DEPARTMENT OF STATE

February 4, 1935.

Pursuant to the request of the President the Department of State is sending a copy of the enclosed Public Resolution No. 2, 74th Congress, entitled "Joint Resolution To prohibit expenditure of any moneys for housing, feeding, or transporting conventions or meetings" approved by the President on February 2, 1935, to all departments and agencies of the Government.

DEPARTMENT OF STATE

February 4, 1935.

Pursuant to the request of the President the Department of State is sending a copy of the enclosed Public Resolution No. 2, 74th Congress, entitled "Joint Resolution To prohibit expenditure of any moneys for housing, feeding, or transporting conventions or meetings" approved by the President on February 2, 1935, to all departments and agencies of the Government.

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

Ordered Sup 3/29/35 # 477

March 25, 1935.

MEMORANDUM NO. 664

Departmental Committee on Agricultural By-Products

There is hereby established a departmental committee, to be known as the Agricultural By-Products Committee, for the purpose of making a study of the present field of utilization of agricultural materials for industrial purposes, the possible fields of expansion and suggestions for research work. The committee consists of the following:

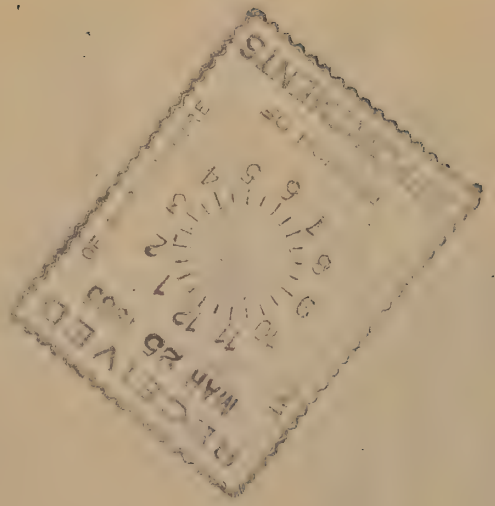
Dr. W.W. Skinner, Bureau of Chemistry and Soils, Chairman
Dr. H.T. Herrick, Bureau of Chemistry and Soils
Dr. F.P. Veitch, Bureau of Chemistry and Soils
Dr. F. C. Blanck, Bureau of Chemistry and Soils
Mr. E. J. Working, Bureau of Agricultural Economics
Dr. M.A. McCall, Bureau of Plant Industry

FILED

This committee will make a thorough study in the field indicated and as soon as convenient report to the Secretary of Agriculture.

H A Wallace

Secretary.



DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

Ordered Sept 3/27/35 (2)

March 27, 1935

MEMORANDUM NO. 665

Consolidation of Soil Erosion Work in the Department of Agriculture

The Soil Erosion Service has now been established in the Department of Agriculture. This organization will operate as a separate unit of the Department, under direction of the Secretary, and will include the soil erosion investigational, service and control work in the Department, as follows:

(a) The activities dealing with the prevention and control of erosion, heretofore conducted under the Interior Department, for which an allotment of emergency funds has been transferred to the Department of Agriculture.

FILE

(b) The soil erosion investigations and regional experiment stations at present conducted by the Bureau of Chemistry and Soils and the Bureau of Agricultural Engineering, under allotments from the Departmental appropriation for Soil Erosion Investigations. All personnel and funds, and the accounting and other records, supplies, equipment, field stations and other facilities employed in connection with these activities are hereby transferred to the Soil Erosion Service, effective April 1, 1935.

(c) The erosion control nurseries and activities of the Bureau of Plant Industry dealing therewith, for which an allotment of emergency funds has been made to the Department of Agriculture, to be conducted under the supervision of the Soil Erosion Service, beginning with April 1, 1935.

H A Wallace

Secretary.

RECEIVED
MAR 28 1935
U.S. DEPARTMENT OF AGRICULTURE

FEDERAL EMERGENCY ADMINISTRATOR
OF PUBLIC WORKS
WASHINGTON

INTERIOR DEPT
RECEIVED
MAR 25 1935
OFFICE OF
THE SECRETARY.

March 23, 1935.

Pursuant to the authority delegated to me in Executive Order No. 6252, August 19, 1933 and Executive Order No. 6259, December 26, 1934, I hereby transfer the funds, personnel, property and equipment of the Soil Erosion Service, heretofore established as a branch of the Department of the Interior, to the Department of Agriculture, to be under the supervision and control of the Secretary of Agriculture, who for this purpose shall have all authority and power over this service heretofore possessed by me.

Harold L. Ickes

Federal Emergency Administrator
of Public Works

Approved:

Franklin D. Roosevelt

The White House

March 25, 1935.

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

Ordered
Sup #478
3/28/35

FILED
★ OCT 16 1935
Filed with the Secretary's Files

April 1, 1935

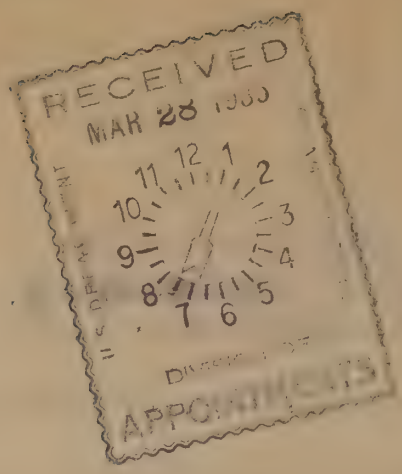
Memorandum No. 666
Office of Solicitor Established as separate unit.

Effective April 1, 1935, there shall be established in the Office of the Solicitor a separate unit to handle all personnel, property, supply, budget, central files, travel, leave, stenographic and clerical service matters with the central offices. The property, personnel, and leave records for the Office of the Solicitor and the AAA legal division shall be transferred from the Office of Business Management of the Agricultural Adjustment Administration and the Division of Operation to this unit. In the budget estimates for 1937, a separate unit will be set up for the Office of the Solicitor, to include the employees of that office paid from the appropriation of the Secretary's Office and the appropriate share of miscellaneous expense money shall also be included in such separate item. Appropriate records and the necessary accounting work will continue to be handled by the Bureau Accounting Service, Office of Finance and Budget.

This order is not intended to change policies or procedures now in effect in the Office of the Solicitor or the relative position this office holds in the departmental organization other than specified in this communication.

H A Wallace

Secretary.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MAR 28
APPOINTMENTS

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

March 29, 1935.

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Please return to
the Secretary's File Room

Ordered Sep 3/29/35 Sec # 485 (P)

FILE
S. B. HERRELL

MEMORANDUM NO. 667

Establishment of Land Policy Committee

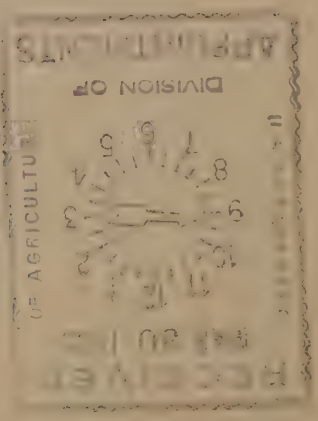
There is hereby established in the Office of the Secretary of Agriculture a Land Policy Committee, to consist of representatives of those agencies within the Department which have responsibilities relating to (a) acquisition of lands for any purpose; (b) administration of public lands under the jurisdiction of the Department; (c) regulations and cooperative arrangements which affect the administration of private lands.

It will be the duty of this Committee to pass on all projected policies affecting these matters and to review existing policies and working arrangements. Decisions of this Committee, subject to the approval of the Secretary, will be final with respect to departmental land policy.

The Committee will consist of the following: M. L. Wilson, Assistant Secretary of Agriculture, Chairman, and the heads of the following agencies: Forest Service, Biological Survey, Soil Erosion Service, Bureau of Chemistry and Soils, Bureau of Agricultural Engineering, Bureau of Plant Industry, Extension Service, Office of Experiment Stations, Bureau of Agricultural Economics, and the Program Planning Division, Agricultural Adjustment Administration. A representative of other agencies, which may be set up within the Department or in association with it, which affect land administration or acquisition, will be added.

H A Wallace

Secretary.


DIVISION OF
U.S. AGRICULTURE

Copy ~~Memorandum No.~~ Third Draft

Establishment of Land Policy Committee.

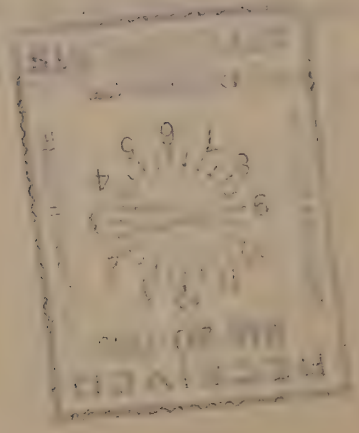
There is ~~set up from this date~~ for coordinating public land in the Office of the Secretary of Agriculture a Land Policy Committee, ~~It will be made up~~ to consist of representatives of those agencies within the Department which have responsibilities ~~to with:~~ relating to (a) acquisition of lands for any purpose; (b) administration of public lands under the jurisdiction of the Department; (c) regulations and cooperative arrangements which affect the administration of private lands.

It will be the duty of this Committee to pass on all projected policies affecting these matters and to review existing policies and working arrangements. Decisions of this Committee, subject to the approval of the Secretary, will be final with respect to Departmental land policy.

The Committee will consist of the following: M. L. Wilson, Assistant Secretary of Agriculture, Chairman, and the heads of the following agencies: Forest Service, Biological Survey, Soil Erosion Service, Bureau of Chemistry and Soils, Bureau of Agricultural Engineering, Bureau of Plant Industry, Extension Service, Office of Experiment Stations, Bureau of Agricultural Economics, and ~~the~~ ~~Director of the~~ Program Planning Division, Agricultural Adjustment Administration.

A representative of other agencies, which may be set up within the Department or in association with it, which affect land administration or acquisition, will be added.

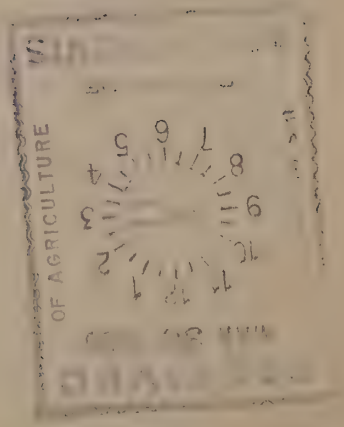
Secretary



Second Draft

There is set up from this date in the Office of the Secretary of Agriculture a Land Policy Committee to be made up of representatives of those agencies within the Department which have to do with the administration of public lands under the jurisdiction of the Dept and of regulations and cooperative arrangements which affect the administration of private lands.

It will be the duty of this Committee to pass on projected policies affecting these matters and to review existing arrangements. Decision of this Committee when approved by the Secretary will be final with respect to Departmental land policy. The Committee will consist of the chiefs of the following agencies: Forest Service, Biological Survey, Soil Erosion Service, Chemistry and Soils, Agricultural Engineering, Plant Industry, Extension Service, Office of Experiment Stations, ~~Information Service~~ Public Roads Agl Econ, and the Director of the Program Planning Division, Agricultural Adjustment Administration. Other agencies which may be set up within the Department or in association with it which affect land administration will be added. Assistant Secretary Wilson will act as Chairman.


OF AGRICULTURE

There is set up from this date in the Office of the Secretary of Agriculture a Land Policy Committee to be made up of representatives of those agencies within the Department which have to do with the administration of public lands and of regulations and cooperative arrangements which affect the administration of private lands.

It will be the duty of this Committee to pass on projected policies affecting these matters and to review existing arrangements. Decision of this Committee will be final with respect to Departmental land policy. The Committee will consist of the chiefs of the following agencies: Forest Service, Biological Survey, Soil Erosion Service, Chemistry and Soils, Agricultural Engineering, Plant Industry, Extension Service, Office of Experiment Stations, Information Service, and the Director of the Program Planning Division, Agricultural Adjustment Administration. Other agencies which may be set up within the Department or in association with it which affect land administration will be added. Assistant Secretary Wilson will act as Chairman.

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

Orders
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FILE
OCT 13
Please return to
the Secretary's File Room

March 22, 1935

MEMORANDUM NO. 668

Amendment to the Administrative Regulations

Subject: ACCEPTANCE OF GIFTS

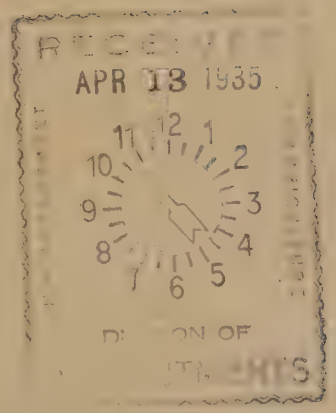
The administrative regulations of the Department are hereby amended to include a new paragraph.

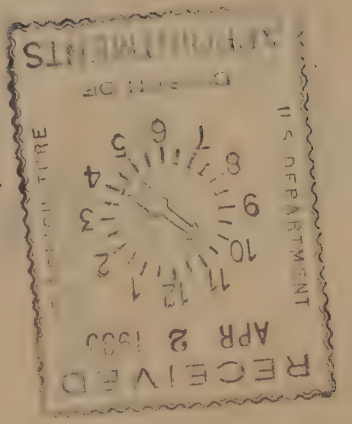
726. ACCEPTANCE OF GIFTS. - No employee of the Department shall accept from any outside person, firm, or corporation with whom the employee has or may have official business relations any gift, money, or other thing of value given or loaned with any purpose or intent whatsoever.

H A Wallace

Secretary.

APR 18 1935





DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

Ordered
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4-3-35 #498
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(R)

MEMORANDUM NO. 669

Consolidation of "Fruit and Vegetable Utilization Investigations" in Bureau of Chemistry and Soils.

In order to provide a more logical and effective grouping of the work of the Department, including the coordination and consolidation of like activities, it will be the policy hereafter to arrange for the conduct of all investigations concerning the technology, manufacture, utilization, and preservation, including freezing, of agricultural products and by-products in the Bureau of Chemistry and Soils. Pursuant to this policy the work conducted under the financial project "Fruit and Vegetable Utilization Investigations" of the subappropriation item "Fruit and Vegetable Crops and Diseases", Bureau of Plant Industry, effective April 15, will be administered under the supervision of the Chief of the Bureau of Chemistry and Soils.

H A Wallace

Secretary.

R.G.T.

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DIVISION OF

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

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Please return to the Secretary's File Room

April 5, 1935.

MEMORANDUM NO. 670

Carbon Copies of Secretary's correspondence

Amendment of the Administrative Regulations.

In order to prevent the separation of essential initials among the various salmon carbons on Secretary's letters, paragraph 568 of the Administrative Regulations of the Department is amended as follows:

9. Initialing letters: The first sentence is changed to read as follows: "The initials of the chief or acting chief of bureau or office in which letters are prepared for the Secretary's signature shall be written in ink or indelible pencil in the lower right-hand corner of the salmon colored copy - on the last page if more than one." Otherwise the subparagraph is unchanged.

16. Arrangement of the file: Section (d) is changed to read as follows:

(d) Carbons of the outgoing letter.
(Salmon copy first.)

18. Carbon copies: All letters for the Secretary's signature and all letters passing for record through the Secretary's file room shall be regularly accompanied by one salmon colored carbon copy with the name of bureau (except branches of the Secretary's Office) printed at the top, and at least two white carbon copies. The total number of copies may be reduced to two by specific waiver as to special classes of correspondence. Extra carbons on unprinted white paper, in addition to the three copies above specified, will be supplied in the following cases and numbers: (The remainder of this paragraph remains unchanged.)

The attention of stenographers and typists in all organizations should be particularly drawn to these amendments.

R. G. Tugwell

Acting Secretary.

3/27

Mr Halley

In view of the constant splitting of essential initials among the various salmon cartons or Day's letters — for example this one. I have one initialed by Col Murphy, Mr Buckles, Mr Wendel and Mr Thomas on top salmon and by Mr Davis on about 4th or fifth salmon — would it be advisable to revive consideration of our old proposition of one distinctive Colonial carton

for the initials
of the chairs or
city Chiefs of
Bureaus and
all interlocking
members of
gen'l admin
& legal staff
of Dept. Just
think over &
might ask
M.A. re B. &
re Lel if they
feel the need of
this. If they do
not, I think
it would not be
worth while however

WJ

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MAR 1 1935
DEPARTMENT OF AGRICULTURE

Dan Bradley

3/26/35

~~Mr. Jump:~~

Messrs. Appleby, Baldwin and LeCron favor the change suggested by you, and Donaldson and I think it very desirable.

The attached draft of a Secretary's memorandum has been prepared, for your consideration.

JH

APR 10

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON

April 13, 1935.

Ordered Dup #535 4-13-35

MEMORANDUM NO. 671

FILE P. L. GLADDON

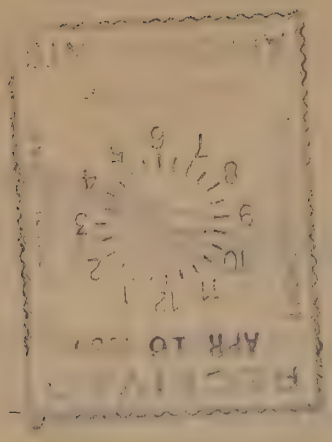
Establishment of Wheat Products Committee

The following inter-bureau committee is hereby established to develop, in cooperation with the milling and baking industries, a coordinated program to improve the quality of wheat products:

FIL — ★ OCT 16 1936 — Plans — the Secretary's

M. L. Wilson, Chairman
M. S. Eisenhower, Secretary
Louise Stanley, Home Economics
H. G. Knight, Chemistry and Soils
George E. Farrell, Agricultural Adjustment Administration
Max A. McCall, Plant Industry
~~Edward C. Parker,~~ Robert E. Port Agricultural Economics
David A. Coleman, Agricultural Economics.

H A Wallace
Secretary.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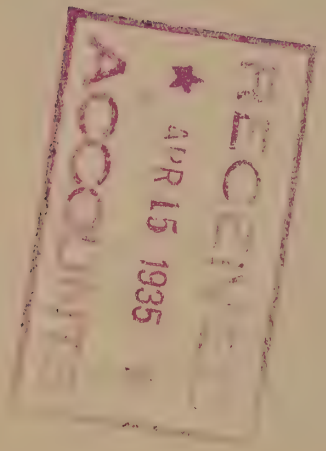
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May 7, 1935
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The Secretary's File Room

May 7, 1935.

MEMORANDUM NO. 672

FILE
P.A. GLADWIN

Departmental Committee on the Effect of Soil on the Biological Value of ~~Foods~~ Dietary and Medicinal Plants

There is hereby established a departmental committee, to be known as the Committee on the Effect of Soil on the Biological Value of ~~Foods~~ Dietary and medicinal plants, for the purpose of making a study of the present state of our knowledge of this field and needs and suggestions for research work. The committee consists of the following:

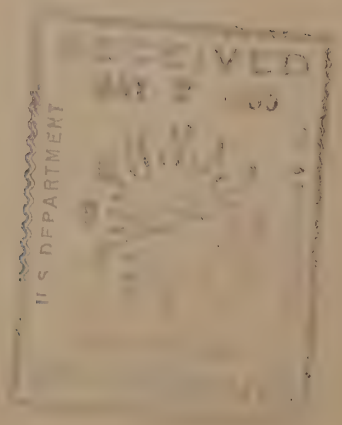
Dr. F. C. Blanck, Bureau of Chemistry and Soils, Chairman
Dr. Oswald Schreiner, Bureau of Plant Industry
Mr. H. P. Barss, Office of Experiment Stations
Dr. C. E. Kellogg, Bureau of Chemistry and Soils
Dr. Hazel Munsell, Bureau of Home Economics
Miss Charlotte Chatfield, Bureau of Home Economics

This Committee will make a thorough study of this subject and prepare a report for the Secretary.

H A Wallace

agms

WMJ ikm


U.S. DEPARTMENT

UNITED STATES DEPARTMENT OF AGRICULTURE

HGK-EEW

BUREAU OF CHEMISTRY AND SOILS

WASHINGTON

April 10, 1935.

MEMORANDUM FOR MR. LeCRON

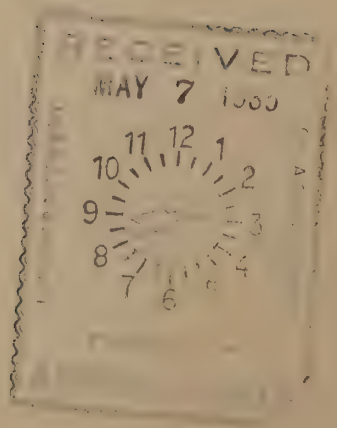
Dear Sir:

I am returning to you herewith the correspondence with Dr. John R. Murlin with a letter for the Secretary's signature and a suggestion of a committee to make a study of the present state of our knowledge of this field and needs and suggestions for research work.

Very sincerely yours,

Henry G. Knight,
Chief of Bureau.

Inclosures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DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

Ordered Sup 57935 # 608 ®

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April 27, 1935

MEMORANDUM NO. 673

Soil Conservation Service

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Pursuant to the provisions of Section 5 of the Act approved April 27, 1935 (Public No. 46 - 74th Congress) the Soil Conservation Service is hereby established in the Department of Agriculture. The Soil Conservation Service will include the activities at present conducted under the designation "Soil Erosion Service" as set up in Department Memorandum No. 665 of March 27, 1935.

Mr. H. H. Bennett is designated as Chief of the Soil Conservation Service.

R. G. Tugwell

Acting Secretary.

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DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

April 27, 1935.

MEMORANDUM NO.

Soil Conservation Service

Pursuant to the provisions of Section 5 of the Act approved April 27, 1935 (Public No. 46 - 74th Congress) the "Soil Conservation Service" is hereby established in the Department of Agriculture. The Soil Conservation Service will include the activities at present conducted under the designation "Soil Erosion Service" as set up in Department Memorandum No. 665 of March 27, 1935.

Secretary.

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C.

March 27, 1935

MEMORANDUM NO. 665

Consolidation of Soil Erosion Work
in the Department of Agriculture

The Soil Erosion Service has now been established in the Department of Agriculture. This organization will operate as a separate unit of the Department, under direction of the Secretary, and will include the soil erosion investigational, service and control work in the Department, as follows:

(a) The activities dealing with the prevention and control of erosion, heretofore conducted under the Interior Department, for which an allotment of emergency funds has been transferred to the Department of Agriculture.

(b) The soil erosion investigations and regional experiment stations at present conducted by the Bureau of Chemistry and Soils and the Bureau of Agricultural Engineering, under allotments from the Departmental appropriation for Soil Erosion Investigations. All personnel and funds, and the accounting and other records, supplies, equipment, field stations and other facilities employed in connection with these activities are hereby transferred to the Soil Erosion Service, effective April 1, 1935.

(c) The erosion control nurseries and activities of the Bureau of Plant Industry dealing therewith, for which an allotment of emergency funds has been made to the Department of Agriculture to be conducted under the supervision of the Soil Erosion Service, beginning with April 1, 1935.

H A Wallace

Secretary.

Calendar No. 483

74TH CONGRESS
1ST SESSION

H. R. 7054

[Report No. 466]

IN THE SENATE OF THE UNITED STATES

MARCH 13 (calendar day, APRIL 2), 1935

Read twice and referred to the Committee on Agriculture and Forestry

APRIL 11, 1935

Reported by Mr. HATCH, with amendments

[Omit the part struck through and insert the part printed in italic]

AN ACT

To provide for the protection of land resources against soil erosion, and for other purposes.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That it is hereby recognized that the wastage of soil and moisture resources on farm, grazing, and forest lands of the Nation, resulting from soil erosion, is a menace to the national welfare and that it is hereby declared to be the policy of Congress to provide *permanently* for the control and prevention of soil erosion and thereby to preserve natural resources, control floods, prevent impairment of reservoirs, and maintain the navigability of rivers and harbors, protect *public health,* public lands, and relieve unemploy-

ment, and the Secretary of Agriculture, from now on, shall coordinate and direct all activities with relation to soil erosion and in order to effectuate this policy is hereby authorized, from time to time—

(1) To conduct surveys, investigations, and research relating to the character of soil erosion and the preventive measures needed, to publish the results of any such surveys, investigations, or research, to disseminate information concerning such methods, and to conduct demonstrational projects in areas subject to erosion by wind or water;

(2) To carry out preventive measures, including, but not limited to, engineering operations, methods of cultivation, the growing of vegetation, and changes in use of land;

(3) To cooperate or enter into agreements with, or to furnish financial or other aid to, any agency, governmental or otherwise, or any person, subject to such conditions as he may deem necessary, for the purposes of this Act; and

(4) To acquire lands, or rights or interests therein, by purchase, gift, condemnation, or otherwise, whenever necessary for the purposes of this Act.

SEC. 2. The acts authorized in section 1 (1) and (2) may be performed—

(a) On lands owned or controlled by the United States or any of its agencies, with the cooperation of the agency having jurisdiction thereof; and

(b) On any other lands, upon obtaining proper consent or the necessary rights or interests in such lands.

SEC. 3. As a condition to the extending of any benefits under this Act to any lands not owned or controlled by the United States or any of its agencies, the Secretary of Agriculture may, insofar as he may deem necessary for the purposes of this Act, require—

(1) The enactment ~~and~~ *of reasonable safeguards for the* enforcement of *State and* local laws imposing suitable permanent restrictions on the use of such lands and otherwise providing for the prevention of soil erosion;

(2) Agreements or covenants as to the permanent use of such lands; and

(3) Contributions in money, services, materials, or otherwise, to any operations conferring such benefits.

SEC. 4. For the purposes of this Act, the Secretary of Agriculture may—

(1) Secure the cooperation of any governmental agency;

(2) Subject to the provisions of the civil-service laws and the Classification Act of 1923, as amended, appoint and fix the compensation of such officers and employees as he may deem necessary, except ~~that employees of the organization heretofore established for the purpose of administering those provisions of sections 202 and 203 of the National~~

~~Industrial Recovery Act which relate to the prevention of soil erosion may be continued without regard to the civil-service laws or regulations and the Classification Act for a period not to exceed four months from the date of this enactment~~ *for a period not to exceed eight months from the date of this enactment, the Secretary of Agriculture may make appointments and may continue employees of the organization heretofore established for the purpose of administering those provisions of the National Industrial Recovery Act which relate to the prevention of soil erosion, without regard to the civil-service laws or regulations and the Classification Act, as amended*; and any persons with technical ~~and expert~~ *or practical* knowledge~~, connected with any educational or research institution,~~ may be ~~jointly~~ employed and compensated under this Act ~~and by such institution~~ on a basis to be determined by the Civil Service Commission; and

(3) Make expenditures for personal services and rent in the District of Columbia and elsewhere, for the purchase of law books and books of reference, for printing and binding, for the purchase, operation, and maintenance of passenger-carrying vehicles, and perform such acts, and prescribe such regulations, as he may deem proper to carry out the provisions of this Act~~; and any violation of any such regulation shall be punishable by a fine of not to exceed $100~~.

SEC. 5. The Secretary of Agriculture shall establish an agency *to be known as the "Soil Conservation Service"*, to

exercise the powers conferred on him by this Act and may utilize the organization heretofore established for the purpose of administering those provisions of sections 202 and 203 of the National Industrial Recovery Act which relate to the prevention of soil erosion, together with such personnel thereof as the Secretary of Agriculture may determine, and all unexpended balances of funds heretofore allotted to said organization shall be available until June 30, 1937, and the Secretary of Agriculture shall assume all obligations incurred by said organization prior to transfer to the Department of Agriculture. Funds provided in H. J. Res. 117, "An Act making appropriation for relief purposes" (for soil erosion) shall be available for expenditure under the provisions of this Act; and in order that there may be proper coordination of erosion-control activities the Secretary of Agriculture may transfer to the agency created under this Act such functions, funds, personnel, and property of other agencies in the Department of Agriculture as he may from time to time determine.

SEC. 6. There are hereby authorized to be appropriated for the purposes of this Act such sums as Congress may from time to time determine to be necessary.

Passed the House of Representatives April 1, 1935.

Attest: SOUTH TRIMBLE,

Clerk.

Calendar No. 483

74TH CONGRESS
1ST SESSION

H. R. 7054

[Report No. 466]

AN ACT

To provide for the protection of land resources against soil erosion, and for other purposes.

MARCH 13 (calendar day, APRIL 2), 1935

Read twice and referred to the Committee on Agriculture and Forestry

APRIL 11, 1935

Reported with amendments

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

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Please return to the Secretary's File Room

June 26, 1935.

Ordered June 26/1935 #711 (R)

MEMORANDUM NO. 674

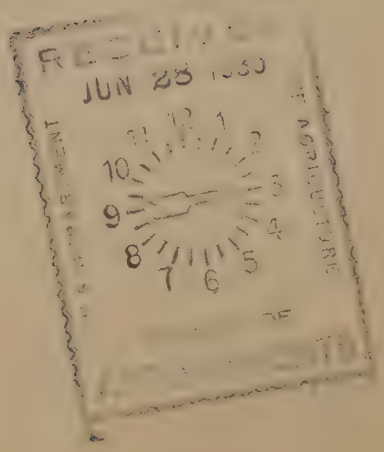
Revocation of Administrative Regulation

Paragraph 634 of the Administrative Regulations, directing the Chief Clerk of the Department to submit to the Office of the Secretary annually a report of the condition and character of any papers which are not needed or useful in the transaction of the current business of the department, is hereby revoked.

It has been determined that the provisions of the act of February 16, 1889 (25 Stat. 672), are no longer for application to the Department of Agriculture.

M L Wilson

Acting Secretary.


JUN 28

MEMORANDUM NO. _____

REPORT OF USELESS PAPERS.

The act of February 16, 1889 (25 Stat. 672), as amended by the act of March 2, 1895 (28 Stat. 910), requiring the head of the Department to submit to Congress reports on the accumulation and statements of the condition and character of useless papers having been superseded in part by the act of March 4, 1907 (34 Stat. 1281), Paragraph 634 of the Administrative Regulations is hereby amended to read as follows:

> 634. Report of Proceeds Derived from Sale of Useless Papers. - The Chief, Division of Operation, shall submit to the office of the the Secretary annually, for transmission not later than December 1, a report, in triplicate, of the proceeds derived from the sale of useless papers under authority of the act of March 4, 1907 (34 Stat. 1281), and paragraph 703 of these Regulations.

Secretary.

May 8, 1935.

MEMORANDUM FOR THE SOLICITOR

Dear Mr. Thomas:

Reference is made to your opinion addressed to Mr. Haley on March 29, 1935, in the last paragraph of which you state that in your opinion and insofar as the Department of Agriculture is concerned the Act of February 16, 1889 (25 Stat. 672), requiring reports on the accumulation and proceeds of useless papers is no longer for application and that paragraph 634 of the Administrative Regulations should be revoked.

Your attention is invited to the last sentence of the act of February 16, 1889, which requires that a report of the proceeds derived from the sale of useless papers be submitted to Congress. This requirement was not modified or waived by the act of March 4, 1907, which in effect relieved the Secretary from reporting the accumulation of papers for disposition. It did not relieve him from reporting proceeds derived from the papers. The act of May 29, 1928 (45 Stat. 986) did not repeal any of the provisions of the act of 1889 applicable to executive departments. That there were two separate requirements in the Act, only one of which was superseded, was apparently overlooked when your decision was rendered.

It therefore appears that the revocation of paragraph 634, Administrative Regulations would not be in order. There is attached for your consideration a memorandum prepared for the signature of the Secretary amending said paragraph.

Sincerely,

W. A. JUMP,
Director of Finance.

Enclosure.

May 8, 1939

Dear Mr. Thomas:

Reference is made to your opinion addressed to Mr. Foley on March 23, 1939, in the last paragraph of which you state that in your opinion and insofar as the Department of Agriculture is concerned the Act of February 16, 1889 (25 Stat. 673), requiring reports on the accumulation and proceeds of wastes proper to be no longer for publication and that paragraph 6(b) of the administrative regulations should be revoked.

Your attention is invited to the last sentence of the act of February 16, 1889, which requires that a report of the moneys derived from the sale of wastes cannot be submitted to Congress. This requirement was not modified or waived by the act of March 3, 1917, which in effect relieved the Secretary from reporting the accumulation of papers for disposition. It did not relieve him from reporting moneys derived from the papers. The act of May 27, 1924 (43 Stat. 240) did not repeal any of the provisions of the act of 1889 applicable to executive departments. That there were two separate requirements in the act, only one of which was superseded, was apparently overlooked when your decision was rendered.

It therefore appears that the revocation of paragraph 6(b), Administrative Regulations would not be in order. There is attached for your consideration a memorandum prepared for the signature of the Secretary enabling said paragraph.

Sincerely,

W. A. JUMP,
Director of Finance.

Enclosure.

WEN-Moi-twr
5/28/35

MAY 29 1935

MEMORANDUM TO MR. JUMP

Dear Mr. Jump:

Receipt is acknowledged of your memorandum of May 8, 1935, in reference to the opinion of this office addressed to Mr. Haley on March 29, 1935, in the last paragraph of which it was stated that insofar as the Department of Agriculture is concerned, the Act of February 16, 1889 (25 Stat. 672), requiring reports on the accumulation and proceeds of useless papers is no longer for application and that Paragraph 634 of the Administrative Regulations should be revoked. My attention is called to the last sentence of the Act of February 1889, which requires that a report of the proceeds derived from the sale of useless papers be submitted to Congress.

The Act of 1889 requires the heads of the Departments to report to Congress whenever there are accumulated papers and documents that are no longer needed, and provides that a Committee of Congress decide what disposition is to be made of such papers and documents. Further provision is made that the proceeds from the sale and disposition of such papers are to be reported to Congress. The Act of 1907 provides:

> "And hereafter the Secretary of Agriculture is authorized to sell as waste, waste paper or otherwise to dispose of the accumulation of Department files which do not constitute permanent records and all other documents and publications which have become obsolete or worthless." (34 Stat. 1261).

This Act covers the same subject matter as the Act of 1889, is later in point of time and therefore, under the familiar rule of statutory construction, supersedes the previous Act. Since there is no provision requiring a report to Congress, the conclusion must be irrefragable that Congress did not intend the Secretary to report to it the proceeds from the sale and disposition of such papers. It would have been so easy for Congress to have made such a requirement. I, therefore, conclude and so advise you that the Act of February 16, 1889, being superseded by the Act of 1907, this Department is not required to report to Congress the proceeds from the sale and disposition of waste paper and accumulated files and other documents and publications disposed of under authority of that Act.

Very truly yours,

SETH THOMAS

Solicitor.

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

FILED
OCT 16 1936
Please return to
the Secretary's File Room

Entered
Aug 8/9/35
69
#

August 9, 1935.

MEMORANDUM NO. 675

~~Subject:~~ Cooperation in Research Affecting Soil Conservation.

On June 6, 1935, I designated a small committee to study all research projects bearing upon soil conservation work, and to work out the details of cooperation in research between the Soil Conservation Service, the research bureaus of the Department, and the State research agencies. To facilitate clearance of specific projects, the following procedure should be used:

(1) (A) (When the research directly concerns soil conservation and originates in the Soil Conservation Service): The Soil Conservation Service will outline in writing proposals for research – by projects – giving the object and need for such research, the estimated cost, estimated time required, and the proposed cooperation with other bureaus or agencies. Written projects with supplemental statements and all additional documents will be submitted in triplicate by the Chief or Associate Chief of the Soil Conservation Service to the Chairman of the committee.

(1) (B) (When the research is of importance to the Soil Conservation Service but originates in one of the research bureaus): The procedure outlined in (1) (A) will be followed, with the bureau which originates the proposal making the report to the committee in the same manner.

(2) The committee will immediately review each proposal, determine which bureaus or agencies should be consulted, and will forward a copy of the proposal and all supplementary data to each of the bureaus engaged in related work. The bureaus will have three days in which to examine the material and make suggestions to the committee.

(3) After reviewing the suggestions the committee may consult representatives of the proper bureaus for further information or advice.

(4) The written recommendation of the committee will be transmitted to the Secretary in triplicate – one copy to be filed in the Secretary's office, a second to be forwarded to the originating bureau, and the third to be returned to the committee. The committee

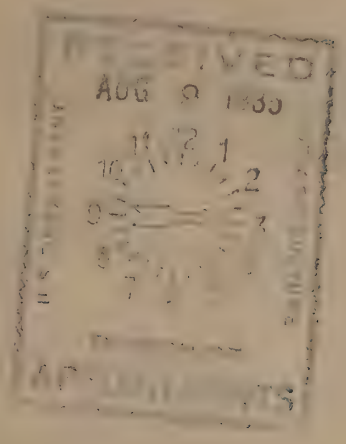
will maintain a file of original documents, memoranda, comments, action recommended, and final disposition for all projects.

(5) If research proposals are submitted in the form of cooperative agreements and memoranda of understanding involving agencies outside the Department of Agriculture the Soil Conservation Service or bureau originating the proposal should submit the proposed agreements and memoranda to the Solicitor of the Department for review as to form and legality, whose approval should be indicated on the papers submitted to the Chairman of the committee. If such documents come to the committee without the approval of the Solicitor they will be sent immediately to him for review before the committee takes further action.

(6) If proposals for research involve the fiscal policies of the Department, the committee will be responsible for transmitting such proposals, together with all supplementary documents, to the Director of Finance of the Department for his approval before submitting the proposals to the bureaus for their comment.

R G Tugwell

Acting Secretary.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DEPARTMENT OF AGRICULTURE

WASHINGTON

August 13, 1935.

Ordered dup #84 8/13/35

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the Secretary's File Room

MEMORANDUM NO. 676

Committee on Revision of
Fiscal, Administrative and Property Regulations.

A Departmental Committee, consisting of the following named, is established to revise and bring up to date, and to arrange for the issuance in more convenient and usable form, of the present Fiscal, Administrative and Property Regulations of the Department:

W. A. Jump, Director of Finance, Chairman
W. W. Stockberger, Director of Personnel
J. P. Wenchel, Office of the Solicitor
F. P. Bartlett, Office of the Secretary
F. B. Linton, Food and Drug Administration
O. A. Zimmerli, Forest Service
F. H. Spencer, Bureau of Entomology and Plant Quarantine

W. L. Miller, Office of Budget and Finance, will act as Executive Secretary.

This committee is authorized to appoint sub-committees, and to utilize the advice and assistance of members of the Department otherwise as needed. Suggestions and recommendations are invited from all members of the Department and should be addressed to the Executive Secretary of the Committee, Room 113, Administration Building.

H A Wallace

Secretary.

Duplicating Requisition No 91.
Aug 16
mh

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON

FILE
★ OCT 16 1933
Please return to
the Secretary's File Room

August 14, 1933.

MEMORANDUM NO. 677

Beltsville Research Center

FILE
U. S. DEPARTMENT

Mr. H. A. Nelson is hereby designated as Director of the Beltsville Research Center. The duties and responsibilities assigned will conform to the general principles outlined in Memoranda 648 and 659, subject to later revision if deemed desirable.

H A Wallace

Secretary.

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AUG 16 1935
U. S. DEPARTMENT
DIVISION OF
APPOINTMENTS

UNITED STATES DEPARTMENT OF AGRICULTURE
BELTSVILLE RESEARCH CENTER
BELTSVILLE, MARYLAND

August 12, 1935

MEMORANDUM FOR MR. PAUL H. APPLEBY
Assistant to the Secretary of Agriculture

Dear Mr. Appleby:

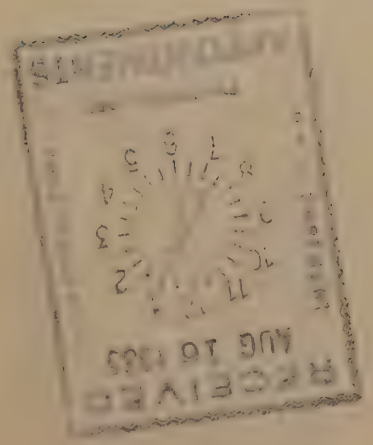
I have carefully considered the proposal discussed on Saturday and have decided to accept the offer so kindly made by Dr. Tugwell and yourself. In this connection I wish to particularly express my appreciation of the assurance given that my acceptance will not interfere with future consideration in connection with some other position.

In discussing the matter with Dr. Mohler, I will appreciate your kindness in calling his attention to the housing situation. In talking to Mr. Perkins, Dr. Mohler indicated that he would move Dr. Jull from the reservation, transfer Mr. John to Dr. Jull's present residence, and Mr. Fennell to the house now occupied by Mr. John. Now that the decision has been made I am anxious to move to Beltsville as soon as possible and these transfers will, of course, take some time to consummate.

Very truly yours,

H. A. Nelson

H. A. NELSON,
Acting Director.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DEPARTMENT OF AGRICULTURE

WASHINGTON

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Please return to
the Secretary's File Room

September 7, 1935.

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U. S. CLAIMS

MEMORANDUM NO. 678

Amendment to the Administrative Regulations of the Department Regarding Details.

Paragraph 460 of the Administrative Regulations of the Department is hereby amended to read as follows:

460. Details of Personnel:

(a) Intra-bureau detail of employees, including details from the field service to the departmental service, and vice versa, may be made for periods not to exceed 120 days. However, details from the field service to the departmental service may be made only for the performance of the work on the project on which the employee is engaged in the field. Where such details exceed 120 days a recommendation to the Secretary shall be prepared and forwarded for consideration as a regular transfer and proper classification of the duties of the position in the organization unit where the work is to be performed, with appropriate change in headquarters, if necessary.

(b) Employees may be detailed to or from the units comprising the Office of the Secretary or to the White House without time limitation. Such details must be approved by the Director of Personnel where the period of detail exceeds seven working days.

R G Tugwell

Acting Secretary.

DEPARTMENT OF AGRICULTURE

WASHINGTON

MEMORANDUM NO._____

Amendment to the Administrative Regulations of the Department Regarding Details.

Paragraph 460 of the Administrative Regulations of the Department is hereby amended to read as follows:

460. Details.

(a) Intra-bureau detail of employees, including details from the Field Service to the Departmental Service, and vice versa, may be made for periods not to exceed 120 days. Any details continuing beyond the 120 days period should be reported to the Director of Personnel with a statement as to the approximate length of additional time the detail will continue and the necessity therefor, which continuance of detail will involve the approval of the Director of Personnel.

(b) Employees may be detailed to or from the Office of the Secretary or to the White House. Such details must be evidenced in writing to the Director of Personnel where the period of detail exceeds seven working days. Where it is known in advance that the detail of ~~employees will exceed the time limit set forth under item (a) above~~, a recommendation to the Secretary shall be prepared and forwarded for consideration as a regular transfer and proper classification of the duties of the position in the organization unit where the work is to be performed, with appropriate change in headquarters.

H. A. Wallace

Secretary.

5-21-35

Route through (for initials):

1. ~~Dr. Stockberger~~
2. Mr. Gladmon
3. Mr. Jump
4. Solicitor
5. Mr. Appleby (for Secretary's signature)

The attached draft is essential for the following reasons:

1. To prevent present abuses of the classification regulations and evasion of the Classification Act of 1923 and as Amended by detail of employees to work other than the contemplated duties of their allocated positions and the violation of the 120-day detail limit allowable for temporary assignments.

2. To have available in writing for central office records and current inquiries the whereabouts of all employees of the Department at all times and for purposes of leave, efficiency reports, and the prevention of abuses and violations above mentioned.

3. To eliminate inequalities of salaries for given grade and class levels and administer within the Department our part of the existing legislation bearing on this subject.

JEB:H

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

May 21, 1935

AMENDMENT TO DEPARTMENTAL ADMINISTRATIVE REGULATION
TO SUPERSEDE PARAGRAPH 460

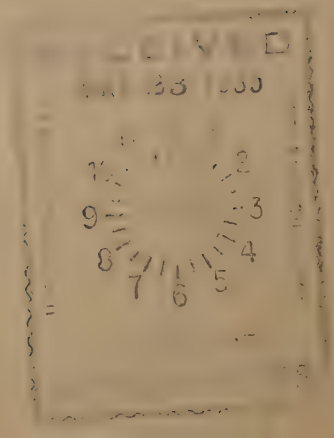
Re: ~~Inter-bureau and~~ Intra-bureau Details

(a) ~~Inter-bureau or~~ Intra-bureau detail of employees, including details from the Field Service to the Departmental Service, and vice versa, may be made for periods not to exceed 120 ~~working~~ days; provided, however, that arrangements are made in advance, evidenced in writing showing reason for action, and approved by the Director of Personnel, and provided that the persons so detailed are to perform only the same type or types of work which have been specified as duties of the positions into which they have been classified or administratively placed.

(b) Employees may be detailed to or from the ~~immediate~~ office of the Secretary or to the White House. Such details must ~~also~~ be evidenced in writing to the Director of Personnel where the period of detail exceeds seven working days. Where it is known in advance that the detail of employees will exceed the time limit set forth under item (a) above, a recommendation to the Secretary shall be prepared and forwarded for consideration as a regular transfer and proper classification of the duties of the position in the organization unit where the work is to be performed, with appropriate change in headquarters.

Violation of these regulations shall constitute grounds for suspension from the Government Service.

Secretary.



May 14, 1915

MEMORANDUM FOR MR. W. W. STOCKBERGER,
CHIEF; TRAFFIC BUREAU:

Dear Mr. Gregg:

I have your letter of May 8 relative to the question of details from the Field Service to Washington.

I find that under existing laws (See Acts of August 5, 1882, Sec. 4, 22 Stat. 275 (Sec. 935, Laws Applicable) and June 22, 1906, Sec. 6, 34 Stat. 449), such details may not be made for work other than that in which they are engaged, and then for only a temporary period.

All your questions can not be answered at this time. However, this subject is being investigated, and we hope to have definite answers to your questions very soon. You will be promptly notified of the decisions.

Very truly yours,

W. W. Stockberger

Director.

RECEIVED
MAY 15 1935
U.S. DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT

OCB Circular No 16 - Nov 23 1924

A temporary assignment of an employee to duties different from those of his regular position will not be considered a change of duties, unless the change be made for a period of 120 days or more. Any change should be reported as soon as it is definitely known that the change will be effective for 120 days or more.

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SOLICITOR

WASHINGTON, D. C.

APR - 8 1935

MEMORANDUM TO DR. W.W. STOCKBERGER

Dear Dr. Stockberger:

In response to your memorandum dated March 21, 1935, inquiring whether employees classified in the Field Service outside the District of Columbia may be detailed for duty to Washington, you are advised that under existing laws civil officers, clerks, or other subordinate employees authorized or employed under, or paid from appropriations made for any branch of the public service outside the District of Columbia, except those officers and employees whose details are now specifically provided by law, may not be detailed for duty in any executive department in the District of Columbia, except temporarily for duty connected with their respective offices. See Acts of August 5, 1882, Sec. 4, 22 Stat. 255 (Sec. 985, Laws App.), and June 22, 1906, Sec. 6, 34 Stat. 449.

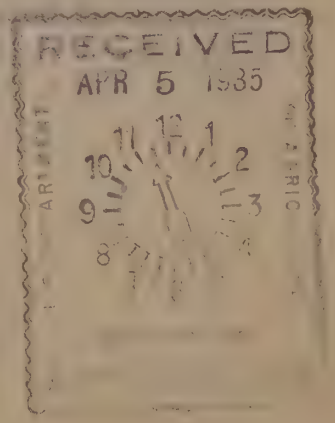
While the Act of August 23, 1912, Sec. 5, 37 Stat. 414 (Sec. 986, Laws App.), provides that any person violating Sec. 4 of the Act of August 5, 1882, shall be summarily removed from office and may also be punished by a fine of $1,000, or by imprisonment for not more than one year, Sec. 6 of the Act of August 24, 1912, 37 Stat. 555 (Sec. 974, Laws App.), provides a procedural method for removal of classified civil service employees, and such Act being one day subsequent to the Act of August 23, 1912, it would seem that removal from office of a classified civil service employee would be required to be in conformity with the requisite procedure and that, therefore, the removal could not be a summary one.

So long as the person employed in the Field Service outside the District of Columbia falls within one of the classes set forth, and there is no specific provision authorizing his detail to the District of Columbia, he may not be detailed in this City for any duty except a temporary one connected with his respective office.

Very truly yours,

Seth Thomas

Solicitor.


RECEIVED
APR 5 1935

DEPARTMENT OF AGRICULTURE

WASHINGTON

MEMORANDUM NO._____

Amendment to the Administrative Regulations of the Department Regarding Details.

Paragraph 460 of the Administrative Regulations of the Department is hereby amended to read as follows:

460. Details of Personnel:

(a) Intra-bureau detail of employees, including details from the field service to the departmental service, and vice versa, may be made for periods not to exceed 120 days. However, details from the field service to the departmental service may be made only for the performance of the same type of work as performed in the field. Where such details exceed 120 days a recommendation to the Secretary shall be prepared and forwarded for consideration as a regular transfer and proper classification of the duties of the position in the organization unit where the work is to be performed, with appropriate change in headquarters, if necessary.

(b) Employees may be detailed to or from the units comprising the Office of the Secretary or to the White House without time limitation. Such details must be approved by the Director of Personnel where the period of detail exceeds seven working days.

Secretary.

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the Secretary's File Room

DEPARTMENT OF AGRICULTURE

WASHINGTON

September 23, 1935.

Ordered
Dept
9/23/35

MEMORANDUM NO. 679

Violations of the 8-hour law to be Reported to the Department of Justice

Executive Order No. 7158-A, dated August 23, 1935, is quoted below for the information and guidance of all branches of the Department of Agriculture:

"By virtue of and pursuant to the authority vested in me as President of the United States, I hereby order and direct as follows:

"1. The heads of all executive departments and other agencies of the Government having supervision of public works of the United States or of the District of Columbia shall notify their representatives in charge of such public works to report all cases in which contractors or subcontractors or officers of the United States Government or the District of Columbia require or permit any person in their employ or under their direction or control to work more than 8 hours in any 1 calendar day in violation of the provisions of the act of August 1, 1892 (ch. 352, 27 Stat. 340), as amended by the act of March 3, 1913 (ch. 106, 37 Stat. 726), and known as the Eight-Hour Law.

"2. Government representatives in charge of public works shall report all such cases to the heads of their respective departments or agencies, who shall refer such cases to the Department of Justice for appropriate action.

"3. This order supersedes the Executive order of September 19, 1906, requiring report of cases in which laborers and mechanics are required or permitted by contractors or subcontractors to work more than 8 hours a day on certain public works."

Chiefs of Bureau will forward the reports called for by this Executive Order with a letter of transmittal addressed to the Attorney General, for the signature of the Secretary.

R G Tugwell

Acting Secretary.

Executive Order No. 7758-A, dated August 24, 1937, is noted below for the information and guidance of all persons of

"By virtue of and pursuant to the authority vested in me as President of the United States, I hereby order and direct as follows:

[illegible] other works of the United States or of the District of Columbia [illegible] officers of the United States Government or the District of Columbia require or permit any person in their employ or under their direction or control to work more [illegible] or more than [illegible] hours in any [illegible] or seven consecutive days, unless [illegible] to the Department of Justice for appropriate action.

"2. This order supersedes the Executive order of September 19, 1936, requiring report of cases in which laborers and mechanics are required or permitted by contractors or subcontractors to work more than 8 hours a day on certain public works."

[illegible] Executive will forward the records called for by it in connection with a letter or transmittal addressed to the Attorney [illegible], for the signature of the Secretary.

Secretary.

DEPARTMENT OF AGRICULTURE
WASHINGTON

FILED
OCT 16 1935
Please return to
the Secretary's File Room

October 30, 1935

Ordered #384 10-31-35

MEMORANDUM NO. 680

Amendment to the Administrative Regulations of the Department Regarding Appearance, Fees, and Expenses of Department Employees as Witnesses in Judicial Proceedings.

Paragraph 688 of the Administrative Regulations of the Department is hereby amended to read as follows:

688. Appearance, Fees, and Expenses of Department Employees as Witnesses in Judicial Proceedings.- The cases involving appearance will be treated in the following groups:

(a) Employees testifying in cases arising within the department or growing out of the violation of laws of a state or subdivision thereof in the enforcement of which employees of the department have been authorized to assist, including laws with respect to migratory birds, livestock, the protection of fish and game, and the prevention and extinguishment of forest fires.

(b) Employees testifying for the United States in cases not arising within the department.

(c) Cases between private parties or by some party other than the Federal Government where the employee is called upon solely because of and to testify in his official capacity or to produce official records or information.

(d) Cases between private parties where the employee's testimony has no official character, or cases in which a state is a party not covered by (a) above.

Appearance.-

In cases (a) and (b), may be without subpoena.

In case (c), there must be no appearance without subpoena.

In case (d), the department is not interested in the manner of appearance.

In case (c), the employee subpoenaed should notify the chief of bureau by letter or telegram, stating the names of the parties litigant, the matter in suit, and the nature of the testimony the employee expects to give. Where in case (c) the chief of bureau deems the production of records or the employee's proposed testimony prejudicial to the public interest, he should at once refer the case to the Solicitor of the department who will promptly advise whether the employee may be compelled to appear and testify. The term "chief of bureau" throughout this regulation will be construed to include regional foresters.

Witness Fees and Expenses of Travel and Subsistence.-

The terms "fees" and "expenses" are distinct. The first means the amount allowed as pay for attendance; the second, the amount allowed to cover travel and subsistence.

In case (a) no fees are allowable. Expenses of travel and subsistence should be paid from the department appropriations as in case of official travel unless a different arrangement has been made between the cooperating states and the department.

In case (b) no fees are allowable. The expense account, prepared on a special form furnished by the United States marshal, should be presented to the United States marshal for payment.

In case (c) fees and expenses should be accepted but all amounts so collected over and above the amount of actual and necessary expenses, a statement of which must be furnished the chief of bureau, must be turned into the Treasury as miscellaneous receipts.

In case (d) the department is not concerned with fees or expenses. No account need be rendered.

Leave.-

In cases (a), (b), and (c) no leave need be taken. The employee is regarded as on official duty.

In case (d), leave with pay, or if such leave has been exhausted, leave without pay, must be taken.

H A Wallace

Secretary.

APPOINTMENTS
OF
DIVISION

Req. 3517

DEPARTMENT OF AGRICULTURE

WASHINGTON

July 11, 1945

MEMORANDUM NO. 681, Supplement 2

Agricultural Research Center

The Department of Agriculture Appropriation Act, 1946, changed the name of "Beltsville Research Center" to "Agricultural Research Center". Hereafter this name will be used in all official papers and reports.

Memorandum No. 681, Supplement 1, dated December 9, 1939, is hereby canceled.

Secretary

FOR VICTORY BUY UNITED STATES WAR BONDS AND STAMPS

BELTSVILLE CENTER

Chiefs of Bureaus

DEPARTMENT OF AGRICULTURE

WASHINGTON

FILED
DEC 15 1939

Order No 694
12/9/39

December 9, 1939.

MEMORANDUM NO. 681, Supplement 1

Beltsville Research Center of the Department of Agriculture.

Memorandum No. 681, dated December 10, 1935, amending paragraph 2 of Memorandum No. 648, dated August 28, 1934, which in effect changed the name of "Beltsville Research Center" to "National Agricultural Research Center" is voided effective this date. Paragraph 2 of Memorandum No. 648 is hereby amended by the substitution of the words "U. S. Department of Agriculture, Beltsville Research Center" for the words "Beltsville Research Center of the Department of Agriculture". This title will be used in all official papers and reports.

H A Wallace

Secretary.

\TB

H. G. Nelson votes for
Beltsville Research Center
probably might insert Agriculture
between Beltsville & Research.

Milton Eisenhower
Beltsville Research Center
wants to see letter head
Department of Agriculture
Beltsville Research Center.

Jim McCrae
says as between
U. S. R. C. and
Belts. Research Center
votes for Belts R. C.
as being less cumbersome.

Dr. Jardine
Says he sees no reason
why it can't be either altho
Beltsville might be more
descriptive and probably better.

Secy. Jump:
Beltsville Research
Center would be it in
with language & appropriation.

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON

December 10, 1935.

Memorandum No. 681

National Agricultural Research Center

Paragraph 2 of Memorandum No. 648, dated August 28, 1934, is hereby amended by the substitution of the words "National Agricultural Research Center of the Department of Agriculture" for the words "Beltsville Research Center of the Department of Agriculture."

The effect of this amendment is to change the usual designation of the department's organization at Beltsville from "The Beltsville Research Center" to "The National Agricultural Research Center." This title will be used in all official papers and reports.

FILED
OCT 16 1936
Please return to the Secretary's File Room

R. G. Tugwell

Acting Secretary.

RECEIVED
DEC 10 1935
DIVISION OF
APPOINTMENTS

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

December 27, 1935

MEMORANDUM NO. 682

Clearance through Emergency Council of Federal requests or recommendations concerning proposed State legislation

Pursuant to procedure approved by the President and the National Emergency Council, on December 17, hereafter the original and one copy of each request or recommendation concerning proposed State legislation, sought or proposed by any executive department, independent establishment or other Government agency (including Government-owned or Government-controlled corporations), or official thereof, will be submitted for clearance through the office of the National Emergency Council. This requirement will be observed by all officers and employees of the Department of Agriculture. All communications from the Department of Agriculture in relation to these matters will be prepared for the signature of the Secretary of Agriculture and addressed to the Executive Director of the National Emergency Council.

H A Wallace

Secretary.

A

THE NATIONAL EMERGENCY COUNCIL

WASHINGTON

December 18, 1935.

MEMORANDUM NO.

Clearance through Emergency Council of Federal requests or recommendations concerning proposed State legislation

To: The Secretary of Agriculture.

From: The Executive Director.

The Executive Director of the National Emergency Council, under date of December 18, 1935, has notified the Department of the approval by the President and the Council, on December 17, of the following procedure with respect to desirable State legislation:

> "The original and one copy of each request or recommendation concerning proposed State legislation, sought or proposed by any executive department, independent establishment or other Government agency (including Government-owned or Government-controlled corporations), or official thereof, shall be cleared through the office of the National Emergency Council, in order that a program of desirable State legislation may be prepared, which after approval by the President may be carried forward in the field by the State Directors for the Council".

This procedure will be observed by all officers and employees of the Department of Agriculture. All communications from the Department of Agriculture arising under this procedure shall be prepared for the signature of the Secretary of Agriculture and addressed to the Executive Director of the National Emergency Council.

Frank C. Walker,
THE EXECUTIVE DIRECTOR.

Secretary.

F-1 Pp.

MEMORANDUM NO.

Clearance through Emergency Council of
Federal requests or recommendations concerning
proposed State legislation

The Executive Director of the National Emergency Council, under date of December 18, 1935, has notified the Department of the approval by the President and the Council, on December 17, of the following procedure with respect to desirable State legislation:

"The original and one copy of each request or recommendation concerning proposed State legislation, sought or proposed by any executive department, independent establishment or other Government agency (including Government-owned or Government-controlled corporations), or official thereof, shall be cleared through the office of the National Emergency Council, in order that a program of desirable State legislation may be prepared, which after approval by the President may be carried forward in the field by the State Directors for the Council".

This procedure will be observed by all officers and employees of the Department of Agriculture. All communications from the Department of Agriculture relating under this procedure shall be prepared for the signature of the Secretary of Agriculture and addressed to the Executive Director of the National Emergency Council.

Secretary.

THE NATIONAL EMERGENCY COUNCIL

WASHINGTON

OFFICE OF THE
EXECUTIVE DIRECTOR
COMMERCIAL NATIONAL BANK BUILDING
14TH AND G STREETS NW.

December 18, 1935.

To: The Secretary of Agriculture.

From: The Executive Director.

At the meeting of the National Emergency Council, December 17, 1935, the President and the Council approved the following procedure with respect to desirable State legislation:

> The original and one copy of each request or recommendation concerning proposed State legislation, sought or proposed by any executive department, independent establishment or other Government agency (including Government-owned or Government-controlled corporations), or official thereof, shall be cleared through the office of the National Emergency Council, in order that a program of desirable State legislation may be prepared, which after approval by the President may be carried forward in the field by the State Directors for the Council.

Frank C. Walker,
THE EXECUTIVE DIRECTOR.

THE NATIONAL EMERGENCY COUNCIL

WASHINGTON

December 15, 1933.

To: The Secretary of Agriculture.

From: The Executive Director.

At the meeting of the National Emergency Council, December 12, 1933, the President and the Council approved the following procedure with respect to desirable State legislation:

The original and one copy of each request or recommendation concerning proposed State legislation, sought or proposed by any executive department, independent establishment or other Government agency (including Government-owned or Government-controlled corporations), or official thereof, shall be cleared through the office of the National Emergency Council, in order that a program of desirable State legislation may be prepared, which after approval by the President may be carried forward in the field by the State Directors for the Council.

Frank C. McLaughlin,
THE EXECUTIVE DIRECTOR.